

August 2nd, 2016

This meeting is being audio recorded for the public record.

A G E N D A
SPECIAL BOROUGH COUNCIL MEETING

August 2nd, 2016 – 5:30 pm

1. Meeting call to order/Pledge of Allegiance.
2. Ward #3 Interview – Michael Galey
3. Consider proposed Ordinance No. 10-2016 , Peddling and Soliciting; Handbills, and Posters
4. Ward #3 Interviews:
George Chinnici
Mark Thompson
C.J. Frederick
5. Discuss Vision Partnership Grant Contract Recommendation
6. Consider electronic waste disposal contract
7. Consider request of West Chester Downtown Foundation to supports its Preservation Award Program
8. Consider Resolution #12-2016 – Sewer Bills in event of waterline leak

ORDINANCE NO. 10 – 2016

BOROUGH OF WEST CHESTER

CHESTER COUNTY, PENNSYLVANIA

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE BOROUGH OF WEST CHESTER, SPECIFICALLY CHAPTER 80 TITLED, “PEDDLING AND SOLICITING; HANDBILLS AND POSTERS”, TO CHANGE THE TITLE AND ADD A NEW ARTICLE III, COMPRISED OF SECTIONS 17 THROUGH 24, TITLED “STREET PERFORMING”, FOR THE REGULATION OF STREET PERFORMANCES.

BE IT ENACTED AND ORDAINED, and it is hereby enacted by authority of the Council of the Borough of West Chester, as follows:

SECTION 1. Chapter 80 of the Borough Code shall be re-titled, “Peddling and Soliciting; Handbills and Posters; Street Performing”.

SECTION 2. Chapter 80 of the Borough Code shall be amended to include a new article III, titled “Street Performing”, comprised of Sections 17 through 24, which shall provide as follows:

**ARTICLE III.
Street Performing**

§ 80-17. Purpose.

The Borough finds that the existence in the Borough of street performers provides a public amenity that enhances the character of the Borough. The Borough therefore seeks to encourage such performances to the extent that they do not interfere with the quiet enjoyment of residents, public safety, and the ability of businesses to conduct their businesses uninterrupted. This section seeks to balance the interests of the street performers with those of the residents, businesses and institutions of the Borough.

§ 80-18. Definitions.

NOISE DISTURBANCE – any noise which endangers, would endanger or is likely to endanger, or injures, would injure or is likely to injure, the safety or health of humans or animals, annoys, would annoy or is likely to annoy, or disturbs, would disturb or is likely to disturb, a reasonable person of ordinary sensibilities; endangers, would endanger or is likely to endanger, or injures, would injure or is likely to injure, personal or real property; disturbs, would disturb or is likely to disturb, the peace; or creates, would create or is likely to create, a nuisance.

PUBLIC AREAS – those public sidewalks, parks and playgrounds constituting “public space” and “public right-of-ways”, as those terms are defined in this article.

PUBLIC RIGHT-OF-WAY – any street, avenue, boulevard, highway, sidewalk, alley or similar place which is owned or controlled by a governmental entity.

PUBLIC SERVICE FACILITIES – telephone, electric and cable television lines, poles, equipment and structures; water or gas pipes, mains, valves or structures; sewer pipes, valves or structures; pumping stations; telephone exchanges and repeater stations; and all other facilities, equipment and structures necessary for conducting a service by a government or utility service.

PUBLIC SPACE – any real property or structures thereon which are owned or controlled by a governmental entity.

STREET PERFORMER – a person who has registered with the Borough for purposes of Street Performing, pursuant to this article.

STREET PERFORMING – includes, but is not limited to performing the following performance art-related activities while recommending, requesting, accepting or soliciting contributions, money and/or property: acting, singing, playing musical instruments, pantomime, juggling, magic, dancing, reading aloud, puppetry, and reciting. Street performing shall not include the production of items for sale.

§ 80-19. Prohibitions.

No person may engage in Street Performing in a public area without registering with the Borough pursuant to and in accordance with this article.

§ 80-20. Registration.

- A. An individual seeking to engage in street performing, as defined in this article, shall register with the Borough. Upon receipt of a complete registration form, the Borough shall issue a street performing registration card, which shall be valid as of the date on which it is issued.
- B. A street performing registration card shall be non-transferable, and shall contain the registration number of the street performer and the year in which the registration card was issued.
- C. Each member of any group of street performers who perform together, shall be required to individually register with the Borough, as well as maintain individual registration cards (as though each street performer was performing individually).

- D. Upon registering with the Borough for street performing, the Borough shall also give the street performer a copy of this article.
- E. If a street performer loses his or her registration card, replacement registration cards may be obtained from the Borough for a fee, as established by resolution of Council.

§ 80-21. Display of Registration Card.

A street performer shall clearly display his or her Borough-issued registration card while performing, and shall allow inspection of the registration card by any authorized Borough employee, agent, or representative upon request.

§ 80-22. Permitted Street Performances.

- A. Street performances may take place only in the following locations:
 - 1. Within the Borough's Town Center (TC) Zoning District;
 - 2. Within the Borough's Institutional (IS) Zoning District;
 - 3. In public areas, except within one hundred (100) feet of a school, library, or church while in session, a hospital at any time, and except public areas excluded by the Borough Council, the Director of Public Works, or the Chief of Police pursuant to this subsection;
 - 4. On private property, with the written permission of the owner or other person in control of such property, when such written permission has been submitted to the Borough in advance of the street performing; and
 - 5. In public areas where an authorized street fair or public festival is being conducted, with the written permission of the sponsor of such fair or festival. When such events are sponsored by the Borough, permission to perform at the event must be obtained from the Borough.
- B. Street performances may take place at the following times:
 - Sunday through Thursday: between 9:00 a.m. and 9:00 p.m.
 - Fridays and Saturdays: between 9:00 a.m. and 11:00 p.m.

- C. No street performer or group of street performers shall violate Chapter 73 (Noise Disturbance) of the Code of the Borough of West Chester.
- D. No street performer or group of street performers shall operate, play or permit the operation of any musical instrument or similar device which produces, reproduces or amplifies sound in such a manner to cause a noise disturbance.
- E. No street performer or group of street performers shall operate, play or permit the operation or playing of any radio, television, phonograph, drum, musical instrument, cassette player, sound amplifier or similar device which amplifies sound.
- F. A street performer or group of street performers may not create an undue interference with the passage of the public through a public area. If a street performer or group of street performers attract a crowd sufficient to obstruct the public way, a Borough police officer may disperse the portion of the crowd that is creating the obstruction. Additionally, if a sizeable group of street performers assemble in such a way and/or manner which obstructs the public way or causes a noise disturbance or public nuisance, a Borough police officer may disperse the group of street performers to ensure the public health, safety and welfare.
- G. A street performer or group of street performers may request contributions or money or property at a street performance, provided that no sign requesting contributions shall exceed twelve (12) inches by eighteen (18) inches in size. Contributions may be received in any receptacle, such as an open musical instrument case, box or hat. Street performers may offer for sale recordings of only their own work, in the form of records, cassettes, videotapes or compact discs ("Displays"). On sidewalks, displays must not obstruct handicap ramps, doorways, or windows. Street performers shall not tape or post signs or posters on any public or private property or lean displays against any public or private property. Displays must not exceed more than 20% of the width of the sidewalk, and in any event shall not exceed fifteen (15) square feet in total.
- H. No street performer or the street performance itself shall obstruct the entrance to any private residence or property, nor the entrance to any business during the hours that the business is open for business.

§ 80-23. Exclusion of Public Areas.

- A. A specific public area may be excluded from street performances by the Borough in the following circumstances:

1. Upon recommendation from the West Chester Police Department in the case of an emergency, or due to public health, safety and/or welfare concerns.
2. Upon recommendation from the Director of Public Works in the case of scheduled or emergency repair work in the public right-of-way or any public service facility.
3. Upon recommendation from the Director of Building and Housing in the case of construction or property maintenance code matter on private property adjacent to the performance site.

§ 80-24. Penalties.

- A. Any person who violates or permits the violation of any provision of this Chapter shall, upon conviction thereof in a summary proceeding brought before a District Justice, be guilty of a summary offense and shall be subject to the payment of a fine, not less than \$25 for the first offense, and no greater than \$1,000 for every subsequent offense, plus the costs of prosecution. Upon default of payment thereof, the defendant may be sentenced to imprisonment in the Chester County prison for a period of not more than thirty (30) days. Each section or provision of this chapter that is violated shall constitute a separate offense and each day in which a violation of this Chapter is found to exist shall constitute a separate offense, each of which violations shall be punishable by a separate fine imposed by the District Justice in the amounts stated hereinabove.

SECTION 3. SEVERABILITY. If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts hereof. It is hereby declared as the intent of Council of the Borough of West Chester that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included therein.

SECTION 4. REPEALER. All Ordinances or parts of Ordinances conflicting with any provision of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

SECTION 5. EFFECTIVE DATE. This Ordinance shall become effective upon enactment as provided by law.

ENACTED AND ORDAINED THIS _____ DAY OF _____, 2016.

ATTEST:

COUNCIL FOR THE BOROUGH
OF WEST CHESTER

_____ BY: _____
Ellen B. Koopman, President

APPROVED THIS _____ DAY OF _____, 2016.

Carolyn T. Comitta, Mayor

Michael R. Galey
303 Dean Street
West Chester, PA 19382
(215) 510-8735
mgaley@fisherphillips.com

Bar Admissions:

Commonwealth of Pennsylvania, United States Court of Appeals for the Third Circuit,
United States District Court for the Eastern District of Pennsylvania, United States
District Court for the Middle District of Pennsylvania

Professional Experience:

Fisher & Phillips LLP: Radnor, Pennsylvania
Partner

Spring 2009-Present

- Represent clients in employment litigation matters during every facet of the litigation process including depositions, motion hearings, and trial.
- Draft pleadings, correspondence, discovery requests and responses, and various motions including numerous motions for summary judgment that have resulted in the dismissal of the plaintiff's claims.
- Advise clients on personnel management and statutory compliance issues.
- Craft employment agreements and assist in implementing employee handbooks and personnel policies and procedures.

Mitts Milavec, LLC: Philadelphia, Pennsylvania
Attorney

Winter 2007 – Spring 2009

- Represented a diverse group of clients in employment and business litigation matters.
- Represented clients at Rule 16 conferences and conducted deposition preparation, fact investigation, and document production and review.
- Drafted a wide variety of pleadings, contracts, operating agreements, discovery documents, and motions.

Disability Rights Legal Center: Los Angeles, California
Extern

Fall 2006

- Conducted the initial interviews of potential clients for the supervising attorneys in a non-profit legal center providing legal services to individuals with disabilities.

Education:

Loyola Law School: Los Angeles, California

Degree: J.D., May 2007
Rank: Top 25% (3.64 Cumulative GPA)
Awards: First Honors in Torts II

Franklin & Marshall College: Lancaster, Pennsylvania

Degree: B.A., Government and History, May 2004
Awards: Member of the Phi Alpha Theta History Honor Society
Member of the Pi Sigma Alpha Political Science Honor Society

Michael R. Galey
303 Dean Street
West Chester, PA 19382
(215) 510-8735
mgaley@fisherphillips.com

July 26, 2016

M.A. Cotter, Borough Manager
Borough Hall
401 East Gay Street
West Chester, PA 19380

Mr. Cotter,

I write to express my interest in filling the vacancy on Borough Council for Ward 3. I have lived in Ward 3 at the above-address since my wife and I purchased our first home in November of 2009 – the same home into which we welcomed our daughter in 2012. In the time we have lived here, our appreciation for the Borough and all it has to offer has grown exponentially. In our neighborhood, we are surrounded by a unique group of individuals who all share an appreciation for West Chester and a dedication to its community. This sense of community motivates me to work in order to support and represent Ward 3.

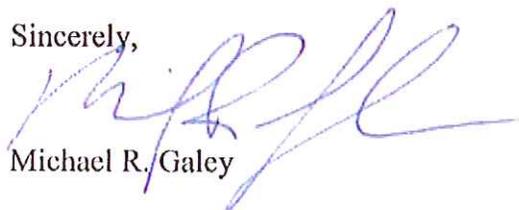
I am confident that I would be a valuable addition to Borough Council and would represent Ward 3 with integrity and vigor. Since moving to the Borough, I have made it a goal to be involved in supporting the Borough. To that end, I currently serve as a Committee Member on the Zoning Hearing Board. Immediately prior to my appointment on the Zoning Hearing Board, I served as a Commission Member on the Planning Commission for several years.

In addition, for the past few years, I have served as one of the two Committee Persons representing Ward 3 for the West Chester Borough Democratic Committee. This position has allowed me to connect with the residents of Ward 3 when I travel through the neighborhood in relation to my position or when I work at the polls on election days.

By way of background, I graduated from Franklin & Marshall College in Lancaster, Pennsylvania with a B.A. in Government and History and, then, from Loyola Law School in Los Angeles, California. In my professional life, I am a Partner at Fisher & Phillips LLP, a national labor and employment defense Firm.

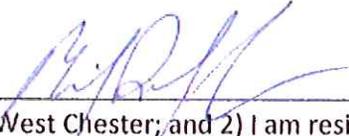
I appreciate your consideration of my candidacy for the vacancy on Borough Council for Ward 3. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,


Michael R. Galey

Borough Council Ward 3 Vacancy Application

Name: Michael R. Galey
Address: 303 Dean St.
Address: West Chester, PA 19382
Phone (Day): (215) 510-8735
Email: mgaley@fisherphillips.com

I, , hereby affirm that: 1) I am a registered voter in the Borough of West Chester; and 2) I am resident of the Borough of West Chester's Third Ward; and 3) that I have lived in the Borough's Third Ward continuously for at least one (1) year preceding the date of appointment.

Please attach the following documents in support of your candidacy:

1. Cover letter explaining your interest, qualifications, and
2. Resume or biography.

Please return the signed application, cover letter, and resume to Michael A. Cotter, Borough Manager

Email: macotter@west-chester.com

Fax: 610-436-0009

Mail/In-Person: Borough of West Chester M, 401 East gay St., West Chester, PA 19380

Vacancy Appointment Process:

Announcement of Vacancy

- Tuesday, 19 July 2016

Open Application Period

- Wednesday, 20 July 2016 thru Friday, 29 July 2016

Council Interview of Applicants

- Tuesday, 2 August 2016

Borough Council intends to act on the appointment in time to allow the person selected to participate in Council's August Council committee, worksession and regular meetings. Deliberation and action on the appointment will occur at a public meeting of Borough Council.

Borough Council Ward 3 Vacancy Application

Name: George J Chinnici
Address: 324 S. Darlington Street
Address: West Chester, PA 19382
Phone (Day): 610-715-1224
Email: georgechinnici@verizon.net

I, George Chinnici, hereby affirm that: 1) I am a registered voter in the Borough of West Chester; and 2) I am resident of the Borough of West Chester's Third Ward; and 3) that I have lived in the Borough's Third Ward continuously for at least one (1) year preceding the date of appointment.

Please attach the following documents in support of your candidacy:

1. Cover letter explaining your interest, qualifications, and
2. Resume or biography.

Please return the signed application, cover letter, and resume to Michael A. Cotter, Borough Manager

Email: macotter@west-chester.com

Fax: 610-436-0009

Mail/In-Person: Borough of West Chester M, 401 East gay St., West Chester, PA 19380

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- Tuesday, 2 August 2016

Borough Council intends to act on the appointment in time to allow the person selected to participate in Council's August Council committee, worksession and regular meetings. Deliberation and action on the appointment will occur at a public meeting of Borough Council.

22 July 2016

Michael A. Cotter, Borough Manager
Borough of West Chester
401 East Gay Street
West Chester, PA 19380

Mr. Cotter,

Please find attached my application to fill the interim position on Borough Council created by the resignation of Mr. Abbott. My wife and I have been a resident of West Chester and Ward 3 since December 2014. I believe that citizens should be involved in the governance of their communities, and that active participation will benefit everyone. I agree with the Borough Council Mission Statement to "retain a strong commitment to democratic principles...".

As a former pharmaceutical executive, with a background in manufacturing and human resources, I feel that my strong management experience would be beneficial toward the oversight of the Borough's activities. I have been fortunate to hold positions in a variety of cultures and countries, having responsibility to build organizations as well as facilities.

Being fully retired, I can devote my attention to the tasks necessary to fulfill the requirements of a member of Borough Council. I look forward to discussion my background and qualifications with you or Council representatives.

Sincerely

A handwritten signature in blue ink that reads "George Chinnici". The signature is written in a cursive style with a large initial "G".

George J. Chinnici

George J. Chinnici

324 S. Darlington Street
West Chester, PA 19382
(610) 409-5633
(610) 715-1224
georgechinnici@verizon.net

Background Summary

A retired Pharmaceutical Executive with a background in Manufacturing and Human Resources, possessing strategic partnering and consulting skills that have been tested and proven through a unique variety of line and staff assignments as well as most recently in the role of Career Consultant . Experienced at building and supporting global organizations, drawing on a background that has developed from entry level to senior management in a variety of cultural environments and successful international assignments. Possess excellent communication skills, both one on one as well as in a presentations setting.

Professional Experience

- Right Management** 1999-2010
Career Management Consultant, Philadelphia, PA, Boston, MA, High Point, NC
- Served as a Career Consultant on a variety of independent and team assignments.
 - Supported corporate reductions in force, providing individual counseling and workshop presentations.
 - Served as the singular Right Management consulting resource in the Maine and New Hampshire areas, delivering a wide spectrum of consulting, coaching and counseling services to candidates at all levels.
 - Performed sales calls and notifications as required.
 - Successfully managed three career centers or periods of up to six (6) months and candidates numbering up to 130.
 - Consistently received the highest ratings from candidates upon completion of programs.
 - Worked on independent Human Resources consultant projects that made recommendations on organizational design and strategic business direction.
- Aventis Pharmaceutical Corporation, Collegeville, PA** 1999
Senior Director, Site Transition Team
- Responsible for closing the Collegeville site, including all human resource activities and facility transition services.
 - Directed the reduction of over 2000 positions over the one year period, including the processing of lay-offs, and the management of a Career Center.
 - Directed the divestiture of all facility assets, including the building and all equipments.
- Rhone-Poulenc Rorer, Collegeville, PA** 1995-1999
Senior Director, Supply Chain, Americas
- Responsible for all Materials Management, Purchasing and Customer Services functions in North, Central and South America.
 - Managed the installation of an integrated Supply Chain ERP IT Solution.
 - Served multiple, international, Business Units from a Supply Chain "center".
 - Built a Supply Chain support infrastructure for all the Americas' Commercial units.
 - Provided Business Unit interface with all Industrial Operations functionality.
- Rhone-Poulenc Rorer, Nenagh, Ireland** 1993-1995
General Manager, Manufacturing, Ireland
- Directed all operations at two (2) RPR manufacturing sites in Ireland.
 - Successfully negotiated labor agreements for all employees.
 - Directed significant improvements to the financial and physical infrastructure of the operations to prepare for the eventual approval of the site by the FDA for supply of product to the United States.
 - Served as the RPR executive responsible to the Ireland Government.

Rhone-Poulenc Rorer, *Collegeville, PA* 1990-1993
Director, Human Resources, Worldwide Industrial Operations

- Served a key organizational development role in the formation of the newly created global company and organization.
- Responsible for the North American and Pacific regions as an HR Generalist.
- Assisted in the development of HR processes, organizations and benefit structures for the new company.
- Managed the Labor Relations activity in North American and Pacific sites.

Rorer Group, Inc. *Fort Washington, PA* 1989-1990
Director, Human Resources, Manufacturing

- Played a significant role in the creation of a centralized worldwide manufacturing organization for Rorer Group.
- Responsible for recruitment, employment, benefits administration, industrial relations and other generalist activities for the multi-plant organization.

Meloy Laboratories, Inc. (RGI), *Springfield, VA* 1986-1989
Director, Human Resources and Administration

- Responsible for managing Business processes, Purchasing and Administration for a multi-site Biotechnology affiliate of Rorer Group, Inc.
- Served as the HR executive on site.
- Managed all site financial, budgeting and facilities activities.
- Managed the relocation of scientific personnel between Virginia and Maryland to Pennsylvania.
- Directed all outplacement and severance processes in Virginia and Maryland.

William H. Rorer, Inc., *Fort Washington, PA* 1980-1986
Manager, Human Resources

- As an HR Generalist, managed the HR and IR functions at all WHR manufacturing sites.
- Established a successful Industrial Relations climate across five locations with multiple unions.
- Experienced at both certification and de-certification activities.
- Gained experience with start-up and closure of manufacturing sites and distribution locations.
- Well-founded in benefits and recruitment activities.

William H. Rorer, Inc., *Fort Washington, PA* 1967-1980
Held a variety of increasingly responsible positions

- Served one year in Marketing Division, established a business role within Division.
- Built the Company's QA organization over a three-year period following the FDA's introduction of the industry-wide cGMP regulations.
- Managed the Administrative, HR, Purchasing and Facility functions in WHR's Research Division for three years.
- Performed seven years in Manufacturing, serving as a manufacturing and packaging supervisor as well as the Manager of the Packaging Department.

Education

Temple University, Philadelphia, PA

- MBA, Industrial Relations & Operations.
- BA, Biochemistry.

Military Service

U.S. Navy

Served in Engineering and Nuclear / Chemical / Biological Warfare roles at sea. Achieved the rank of Lieutenant Commander.

LAMB McERLANE^{PC}

ATTORNEYS AT LAW

Results Driven. Trusted Advisors.

PRACTICE AREAS:

Municipal Law

Land Use Law

Administrative Law

Environmental Law

ADMISSIONS:

Supreme Court of Pennsylvania

Supreme Court of New Jersey

United States District Court for the Middle District of Pennsylvania

U.S. District Court for the District of New Jersey

EDUCATION:

The University of Pittsburgh School of Law, JD

The Pennsylvania State University, BS - Environmental Resource Management

Rated By
Super Lawyers

Mark P. Thompson

Partner

direct: 610.701.4407

fax: 610.692.6210

mthompson@lambmcerlane.com



A member of the Lamb McErlane Municipal Group since 2001, Mark Thompson concentrates his practice on municipal, land use, environmental law and property tax assessment matters.

With his experience in the Pennsylvania Environmental Hearing Board and on the Pennsylvania Department of Environmental Protection, Mark also counsels clients in the areas of solid waste, water, sewage and environmental litigation.

Mark handles a wide variety of municipal, land use, administrative and environmental law matters and advises townships, boroughs, school districts and municipal authorities, as well as corporations and individuals.

Mark served as a law clerk at the Pennsylvania Department of Environmental Protection's Southeast Regional Counsel in Conshohocken and Southwest Regional Counsel in Pittsburgh. He also served as a law clerk with the Honorable Robert J. Cindrich of the U. S. District Court for the Western District of Pennsylvania.

Prior to joining Lamb McErlane, Mark served as assistant counsel to the Pennsylvania Environmental Hearing Board in Harrisburg, where he worked directly for the Honorable Bernard A. Labuskes, Jr. Mark previously wrote a monthly municipal law column on current issues for the Pennsylvania Law Weekly.

COMMUNITY SERVICE & AFFILIATIONS:

- Solicitor for the following municipalities:
 - Borough of Downingtown
 - Charlestown Township
 - Franklin Township
 - Uwchlan Township
- Solicitor for the West Goshen Township Zoning Hearing Board
- Board of Directors – Housing Partnership of Chester County
- Chairman – West Chester Borough Citizen's Financial Advisory Committee
- Board of Directors – West Chester Downtown Foundation
- Member -Comprehensive Plan Task Force Committee for the Borough of West Chester
- Member – Stormwater Utility Implementation Advisory Committee for the Borough of West Chester

Via Electronic Mail

Meghan & Mark Thompson
418 West Barnard St.
West Chester, PA 19380

August 1, 2016

Michael Cotter
Manager, West Chester Borough
401 East Gay Street
West Chester, PA 19380

Re: West Chester Borough Comprehensive Plan Task Force

Dear Mr. Cotter:

Please consider this as my request to apply for the vacant Ward 3 Council Position. I feel my experience as a municipal solicitor and service as the Chairman of the former West Chester Borough Citizen's Financial Advisory Committee and membership of the current Comprehensive Plan Task Force Committee, and Stormwater Utility Implementation Advisory Committee make me uniquely qualified for the position.

I have included my resume, which was sent last week.

Thank you for your consideration of my request and please do not hesitate to call me if you have any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Mark P. Thompson', written in a cursive style.

Mark P. Thompson

Enclosures

Borough Council Ward 3 Vacancy Application

Name: Mark P. Thompson
Address: 418 West Barnard St.
Address: West Chester PA 19382
Phone (Day): 610-745-9235
Email: markthompson683@gmail.com

I, , hereby affirm that: 1) I am a registered voter in the Borough of West Chester; and 2) I am resident of the Borough of West Chester's Third Ward; and 3) that I have lived in the Borough's Third Ward continuously for at least one (1) year preceding the date of appointment.

Please attach the following documents in support of your candidacy:

1. Cover letter explaining your interest, qualifications, and
2. Resume or biography.

Please return the signed application, cover letter, and resume to Michael A. Cotter, Borough Manager

Email: macotter@west-chester.com

Fax: 610-436-0009

Mail/In-Person: Borough of West Chester M, 401 East gay St., West Chester, PA 19380

Vacancy Appointment Process:

Announcement of Vacancy

- Tuesday, 19 July 2016

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Council Interview of Applicants

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VIA E-MAIL AND HAND DELIVERY

July 27, 2016

Michael A. Cotter, Borough Manager
Borough of West Chester
401 East Gay Street
West Chester, Pennsylvania 19380

Dear Michael,

This letter is in response to West Chester Borough's solicitation of applicants for the 3rd Ward position on Borough Council recently vacated by Councilperson Abbott's resignation, and the Borough's request for the submission of applications in that regard. My application is attached to this letter along with my resume.

Although I do not think of myself as a politically focused person, my realization of the real work embodied in the position of Borough Councilperson has lead me to the conclusion that, the politics aside, after residency in the Borough over the last thirty-five years and the 3rd Ward for the last thirty-one of them, it is time for me to consider being of greater service to the community, giving back in response to what it has given to me. I say "greater service" having in the past served as a member of the Zoning Hearing and Historical and Architectural Review Boards.

My resume speaks to a career in the professions of Architecture, Landscape Architecture and Urban Design and Land Planning, all of which have provided me with extensive knowledge of the workings of local government, mostly as it relates to the area of entitlements, the formulation of long-range plans, and the enforcement of local ordinances, particularly as they relate to physical improvements to the community infrastructure and private development.

On a more specific and professional level, I have participated in the Borough as a design professional in the creation of Brinton Square on North Church Street and Mayfield, a historic preservation and new condominium housing project on the former Ebbs Estate Property on North New Street, as the architect for the United Way Offices on North Walnut Street and the former offices of Gawthrop Greenwood and Halsted on North High Street. Of greater significance was our involvement as Architects, Landscape Architects and Developers for the restoration and nomination to the National Register of Historic Places of the Sharples Homestead, and the integration of the 22

Michael A. Cotter, Borough Manager
July 29, 2016
Page Two

Dean Street Condominium Community with it. Moreover, I, through the participation of my professional office, have been responsible for the restoration of many additional individual buildings here in the Borough, and we have even worked as consultants and design professionals for the Borough, itself. In this category are such efforts as our role as the Architects for the Maintenance Garage at the Goose Creek Wastewater Treatment Plant, for which we won an AIA (Philadelphia Chapter) Honor Award and the preparation of the Master Plan for the Restoration of Marshall Square Park. We were also responsible for the preparation of the Pennsylvania Act 167 Historic District and Zoning Ordinance for the Borough and the nomination of the Downtown West Chester Historic Architectural District to the National Register of Historic Places. To these ends, I feel a dedication to the quality of the character and development of the Borough through a time period bridging the twentieth and twenty-first centuries has been strongly exhibited.

With all of the above in mind, it is my sincere hope to be a participant, albeit in a new role, in the maintenance of the on-going well being of the Borough through my selection as the representative of the residents of the 3rd Ward on Borough Council.

In thanking you and Council for your consideration, I remain

Very truly yours,

A handwritten signature in black ink that reads "Charles J. Frederick, Jr." with a stylized flourish at the end.

Charles J. Frederick, Jr. RA, AIA, RLA, ASLA, APA
Principal
cjf:me

Borough Council Ward 3 Vacancy Application

Name: Charles J. (Cee Jay) Frederick, Jr.

Address: 22 Dean Street

Address: West Chester, Pennsylvania 19382~3315

Phone (Day): (610) 431~7899 ~ Office

Email: ceejay@cjfa.com



I, Charles J. Frederick, Jr., hereby affirm that: 1) I am a registered voter in the Borough of West Chester; and 2) I am resident of the Borough of West Chester's Third Ward; and 3) that I have lived in the Borough's Third Ward continuously for at least one (1) year preceding the date of appointment.

Please attach the following documents in support of your candidacy:

1. Cover letter explaining your interest, qualifications, and
2. Resume or biography.

Please return the signed application, cover letter, and resume to Michael A. Cotter, Borough Manager

Email: macotter@west-chester.com

Fax: 610-436-0009

Mail/In-Person: Borough of West Chester M, 401 East gay St., West Chester, PA 19380

Vacancy Appointment Process:

Announcement of Vacancy

- Tuesday, 19 July 2016

Open Application Period

- Wednesday, 20 July 2016 thru Friday, 29 July 2016

Council Interview of Applicants

- Tuesday, 2 August 2016

Borough Council intends to act on the appointment in time to allow the person selected to participate in Council's August Council committee, worksession and regular meetings. Deliberation and action on the appointment will occur at a public meeting of Borough Council.

Cee Jay Frederick

EDUCATION

Drexel University
Bachelor of Architecture (1988)

Harvard University, Graduate School of Design
Master of Landscape Architecture (1972)

Rutgers - The State University of New Jersey
Bachelor of Science in Landscape Architecture (1970)

PROFESSIONAL EXPERIENCE

Cee Jay Frederick Associates
Design and Planning Consultants
West Chester, Pennsylvania
Principal, January 1981 to present

Comitta Frederick Associates
Environmental Planning and Design Consultants
West Chester, Pennsylvania
Principal, March 1975 to February 1981

RSWA, Inc.
Landscape Architects, Planners
Philadelphia, Pennsylvania
Environmental Planner/Landscape Architect, June 1974 to February 1975

Roy F. Weston, Inc.
Environmental Consultants – Designers
West Chester, Pennsylvania
Project Planner, December 1973 to May 1974

Harvard University
Landscape Architecture Research Office
Cambridge, Massachusetts
Research Associate, June 1972 to December 1973

Steinitz Rogers Associates, Inc.
Environmental Planners and Landscape Architects
Cambridge, Massachusetts
Environmental Planner, Landscape Architect, January 1971 to December 1973

Landscape Architect
Self-Employed, Summer 1970

Charles S. Renfro, AIA
Solebury, Pennsylvania
Architect/Landscape Architect, July 1969 to June 1970

Richard J. Cripps, ASLA
Lambertville, New Jersey
Intern Landscape Architect, Summer 1969

AWARDS

Cee Jay Frederick Associates

2002 Golden Trowel Award

International Masonry Institute
The Pennsylvania Veterans' Memorial
Fort Indiantown Gap, Pennsylvania

2000 Best in Apartment Living Awards

Apartment Association of Greater Philadelphia
Overall Community Excellence
Curb Appeal Excellence
Exton Crossing Multi-Family Residential Community
Chester County, Pennsylvania, June 2000

1998 Planning Merit Award

Montgomery County Planning Commission
Jacobs' Woods Multi-Family Residential Community
Lansdale, Montgomery County, Pennsylvania, April 1998

Honor Award - 1996 Design Awards

Pennsylvania Society of Architects
The Snyder Residence
Chester County, Pennsylvania, September 1996

1995 Design Excellence Award

Pennsylvania Society of Architects
The Maintenance Garage at the Goose Creek
Wastewater Treatment Plant, August, 1995

Honor Award - 1993 Design Awards

American Institute of Architects, Philadelphia Chapter
The Maintenance Garage at the Goose Creek
Wastewater Treatment Plant, September, 1993

Award of Recognition – Global Relief for New Communities

Garnet Oaks (Single Family Residential Housing)
Bethel Township, Delaware County,
Pennsylvania, 1993

Pinnacle Award - Home Builders Association of

Bucks/Montgomery Counties, Multi-Housing Home
of the Year Under 1,600 Square Feet
Heatherton at Brookstone – 1990

Main Line Home Builders Association, "Best Multi-Family

Community, 1990"
Darlington Woods

Pyramid Award - Sales and Marketing Council of the
Home Builders Association of Chester and Delaware
Counties, Best Multi-Family Community under
\$150,000
Darlington Woods - 1989/1990

First Place – Veterans' Memorial Commission
The Pennsylvania Veterans' Memorial
Competition, March, 1989

Preservation Award - West Chester Historic Commission
Sharples House/Carriage House,
December, 1987

Merit Award - Veterinary Economics
Wickaboag Veterinary Clinic, 1986

Heritage Commission of Delaware County -
Certificate of Appreciation in recognition of
outstanding contribution to historic preservation
in Delaware County, August, 1982

Academic

Charles Eliot Traveling Fellowship (1973) -
Alternate Recipient

Graduate School of Design Scholarship (1971- 1972)

Harvard University
Janet Darling Webel Memorial Scholarship (1971)

Rutgers University
New Jersey Garden Club Scholarship (1970)

REGISTRATION/ MEMBERSHIP

Registered Architect - Pennsylvania (#RA-012078-X)

Registered Architect - New Jersey (#12475)

Registered Architect - Delaware (#85-0005933)

Certified Landscape Architect - New Jersey (#AS00300)

National Council of Architectural Registration
Boards - Member 1990-2015 (#43,766)

American Institute of Architects – Member (#30089702)

Pennsylvania Society of Architects – Member

American Institute of Certified Planners – Member 1978-2015

American Planning Association – Member

Pennsylvania Planning Association – Member

American Society of Landscape Architects – Member

Pennsylvania Veterans' Memorial Commission – Registered
Architect/Member
(April 2001 to December 2005)

Friends of Historic Goshenville - Advisory Board Member
(September 1998 to Present)

Borough of West Chester, Chester County, Pennsylvania,
Zoning Review Board Member (January 1998 to December 2000)

Borough of West Chester, Chester County, Pennsylvania,
Historical Architectural Review Board (HARB)
Certified Architect and Member (1996-1998)

Foundation for Architecture – Member

National Trust for Historic Preservation – Member

Harvard Club of Philadelphia – Member/Schools and Scholarship
Committee

Rutgers Alumni Association – Member

Drexel University General Alumni Association – Member

Girl Scouts of Delaware County - Property Committee

Society for Commercial Archeology – Member

TEACHING EXPERIENCE

East Conservatory Plaza Design Review
Longwood Gardens, Inc.
June 2006

East Conservatory Design Charrette
Longwood Gardens, Inc.
September 2001

External Advisory Board
Department of Landscape Architecture
Rutgers – The State University of New Jersey
1997

Coadjutant Professor in Landscape Architecture
Rutgers – The State University of New Jersey
Fall, 1975; Spring, 1976

Guest Lecturer in Resource Environmental Management
Holcomb Institute, Butler University
Spring, 1975

Lecturer in Landscape Architecture
Rutgers – the State University of New Jersey
Spring, 1974

Lecturer in Environmental Resource Analysis
Virginia Polytechnic Institute
January, 1973

Lecturer in Landscape Architecture
Graduate School of Design, Harvard University
Fall, 1972

EXHIBITIONS

Art of the Home
2005 Philadelphia Furniture and Furnishings Show
The Krapf Residence
The Kavar Residence
The Faulkner/Moehring House
The Johnson Residence
The Snyder Residence
The Martel Residence
"Mayfield," A Multi-Family Housing Community

2003 Home Showcase
AIA Philadelphia
The Faulkner/Moehring House

2003 Design Awards Exhibit
AIA Pennsylvania
The Krapf House

2002 Design Awards and Member's Exhibit
The Philadelphia Chapter of the American Institute
of Architects
The Pennsylvania Veterans' Memorial
The Faulkner Residence

Department of Architecture
Exhibition of Alumni Work, Drexel University
Philadelphia, Pennsylvania, May 1999
The PA Veterans' Memorial (Competition)
The Faulkner Residence
The Minnesota Veterans' Memorial
The Maintenance Garage at the Goose Creek
The Wastewater Treatment Plant

1999 AIA Home Showcase
The Philadelphia Chapter of the American Institute
of Architects
The Krapf Residence
The Martell Residence

1998 Design Awards and Member's Exhibit
The Philadelphia Chapter of the American Institute
of Architects
The Krapf Residence

1998 AIA Home Showcase

The Philadelphia Chapter of the American Institute
of Architects
The Krapf Residence

1997 Design Awards and Member's Exhibit
The Philadelphia Chapter of the American Institute
of Architects
The Krapf Residence

Department of Architecture
Exhibition of Alumni Work, Drexel University
Philadelphia, Pennsylvania, February 1997
The Krapf Residence

1996 Design Awards and Member's Exhibit
The Philadelphia Chapter of the American Institute
of Architects
The Krapf Residence
"Mayfield," a Multi-Family Housing Community

1996 AIA Home Showcase
The Philadelphia Chapter of the American Institute
of Architects
The Krapf Residence
The Martell Residence

1995 Design Awards and Member's Exhibit
The Philadelphia Chapter of the American Institute
of Architects
The Krapf Residence
The Pennsylvania Veterans' Memorial, Indiantown Gap

1993 Design Awards and Member's Exhibit,
The Philadelphia Chapter of the American Institute
of Architects
The Snyder Residence
The Maintenance Garage for the Goose Creek Wastewater
Treatment Plant

Masonry in Architecture Exhibit, June, 1993
The Snyder Residence
The Maintenance Garage for the Goose Creek Wastewater
Treatment Plant

Architecture "In Process" Third Annual Exposition,
Young Architects Forum, Philadelphia, Pennsylvania, October, 1992
Gawthrop, Greenwood & Halsted Law Office Addition, West Chester,
Pennsylvania

Exhibition of Alumni Work, Drexel University
Philadelphia, Pennsylvania, January, 1992
Maintenance Garage for the Goose Creek Wastewater
Treatment Plant West Chester, Pennsylvania
The Pennsylvania Veterans' Memorial
Indiantown Gap, Pennsylvania

1991 Design Awards and Member's Exhibit,
The Philadelphia Chapter of the American Institute
of Architects
The Snyder Residence
The Maintenance Garage for Goose Creek Wastewater
The Treatment Plant West Chester, Pennsylvania
The Pennsylvania Veterans' Memorial
Indiantown Gap, Pennsylvania

Architecture "In Process" Second Annual Exposition,
Young Architects Forum, Philadelphia, Pennsylvania, 1991
The Snyder Residence
The Maintenance Garage for the Goose Creek Wastewater
The Treatment Plant West Chester, Pennsylvania
The Pennsylvania Veterans' Memorial
Indiantown Gap, Pennsylvania

National Building Museum, Washington, D.C.
National Peace Garden Design Competition, November, 1989
Selected Entry

Drexel University, Philadelphia, Pennsylvania, Spring, 1989
The Pennsylvania Veterans' Memorial Competition

Pennsylvania Museum - Harrisburg, Pennsylvania, Spring, 1989
The Pennsylvania Veterans' Memorial Competition

PUBLICATIONS

Design Point of View, "Mud Room Makeover"
<http://www.designpov.com/MudRoom.html>

Sowers, Scott, "Rustic Refined," Chesapeake Home (Magazine),
Baltimore Sun Media Group, The Tribune Publishing Company,
February/March 2010.

Dream Homes of Greater Philadelphia: Showcasing Philadelphia's
Finest Architects, (Dallas, Texas: Panache Partners, LLC), 2006.

Cramer, Gary W. "Symbolically Ruined"
Landscape Architecture Magazine, December, 2005.

McQuate, Bridget. "Past and Future Mingle in a House of Allusions,"
The Philadelphia Inquirer (Advertising Supplement). January 2004.

2003 Yearbook, American Institute of Architects, Philadelphia Chapter.
The Faulkner Moehring House.

Jay, Hillary. "The Bane of the Brandywine," The Philadelphia Inquirer
(Inquirer Magazine). February 7, 1999.

"1996 Design Awards," News. Volume 13, Issue 4. Pennsylvania
Society of Architects. The Snyder Residence (West Chester,
Pennsylvania). October 1996.

"Awards and Honors," The Philadelphia Architect (Member News). Maintenance Garage for Goose Creek Wastewater Treatment Plant, West Chester, Pennsylvania. February 1996.

"PSA 1995 Design Awards," News. Volume 12, Issue 5. Pennsylvania Society of Architects. Maintenance Garage for Goose Creek Wastewater Plant (West Chester, Pennsylvania). December 1995.

"Movers and Shakers Make Things Happen," Daily Local News. July 30, 1995.

Pennsylvania Architect, Volume 6, No. 4, Pages 6-7. The Maintenance Garage at the Goose Creek Wastewater Treatment Plant. Fall, 1993.

Pennsylvania Architect, Volume 6, No. 2, Pages 8-11. The Snyder Residence. Spring 1993.

Architecture Magazine, Page 34. The Pennsylvania Veterans' Memorial, Indiantown Gap. March 1990.

Pennsylvania Architect, Volume 2, No. 3, Page 4. The Pennsylvania Veterans' Memorial, Indiantown Gap. Summer, 1989.



MEMORANDUM

TO: Borough Council
FROM: Michael A. Cotter, Borough Manager
DATE: 2 August 2016
RE: **Chester County Vision Partnership Grant – Comprehensive Plan**

As Council is aware, an amendment to the Vision Partnership Program (“VPP”) grant contract for the update to the Borough’s Comprehensive Plan is necessary, due to the change in the Borough’s planning consultant.

The VPP grant called for a \$60,000 in total expenses, \$40,000 paid by the County and a Borough match of \$20,000. The Borough fronts all monies to its consultants, and is reimbursed by the County after the adoption and approval of a revised comprehensive plan.

The Borough has paid the former planning consultant, URDC, \$49,800 to date for its work through March 2016. URDC has not billed us for any work after our notice to separate was provided URDC. We expect the Borough’s new planning consultant, Dottie Ives Dewey, to complete the project for approximately \$4,000.

After consultation with the County, there are two paths forward for the Borough to consider:

1. We create an amended contract that has Dottie Ives Dewey as the consultant. This will have to go in front of the county Commissioners and be agreeable to URDC. The advantage of this approach is that the borough should be able to use money left in the contract that hasn’t already been spent, if there is any.
2. We stick with the current contract, which has URDC as the consultant. In this case, whatever has already been paid to URDC (\$49,800) would be the basis for our payment, which would occur after adoption. Therefore, the County would pay 67%, or \$33,366. With this approach, the County Planning Commission Executive Director, Brian O’Leary, is permitted under the terms of the VPP contract to give an administrative extension for the contract.

Option No.1 is problematic in that, to date, we have not been able to secure URDC’s approval of the transfer.

Given this, I am recommending Option No.2 to Council. The out-of-pocket to the Borough will be one-third of the total paid to URDC to date (\$16,434) plus the total expense of the work provided by Ms. Ives Dewey (\$4,000). The total is slightly more (\$434) than the total required to be paid by the Borough should we have completed the project with URDC. The extension will be through year’s end for Council to adopt, and the County to approve, the comprehensive plan update.



Borough of West Chester

Public Works Department

To: Borough Council
From: Meghan Fogarty, Sustainability Coordinator
Date: July 21, 2016
Re: eWaste Recycling Proposals

The Public Works Department (PWD) is seeking to enter into a one-year contract with a certified eWaste recycler for proper disposal of the eWaste collected through the PWD drop off site. The Borough's year-long contract with Commonwealth Computer Recyclers (CCR) has come to an end as of July 15, 2016, therefore we will need to enter into a new contract prior to receiving our next collection of materials at the drop off site.

I requested quotes from several certified companies, but at the time of the Public Works Committee meeting had only received responses from CCR and Sycamore International.

CCR has quoted the following (see attached):

- \$.20/lb. for all eWaste collected
- \$10 for all UPS units
- \$50 EPA fee
- \$150 Transportation Fee

Sycamore International has quoted the following (see attached):

- \$.03/lb PAID to the Borough
- \$5 charge per unit for all CRT monitors and televisions

On Tuesday July 12, 2016, the Public Works Committee voted 2-0 to award the year-long contract to Sycamore International, as the Borough would be making a small profit or, at the least, breaking even with this company as opposed to paying out.

Respectfully,

Meghan Fogarty
Sustainability Coordinator
Borough of West Chester



Commonwealth Computer Recycling LLC

1628 Roseytown Road Unit 8
Greensburg, PA 15601
T: 866.925.2354

c/o Elwyn Industries, 1 Judy Way
Aston, PA 19014
T: 215.970.7223

www.ccrecyber.com

Client background:

Client name and description:	Borough Of West Chester
Project name:	E-Waste Disposal Project
Proposal / Reference #:	n/a
Client contact:	Borough Of West Chester 401 East Gay St West Chester, PA 19380 Meghan Fogarty 610-696-5282 mfogarty@west-chester.com

CCR qualifications:

Certifications:	R2-RIOS, PADEP permit, SBA certified small business
Insurance:	Coverage includes general liability, data breach liability, pollution, workers compensation, vehicle; PADEP bonded
Compliance:	Compliant with DOD, HIPAA, SOX, GLBA, FACTA, NIST
Additional information:	<ul style="list-style-type: none"> Established in 2010, Commonwealth Computer Recycling ("CCR") has extensive experience in e-waste management, servicing millions of pounds of electronics since inception. CCR is an NAID member Clients include educational and government institutions, small businesses and Fortune 500 companies. See Appendix A for references Project Supervisor is Serdar Bankaci, the founder and owner of Commonwealth Computer Recycling LLC All CCR employees undergo an extensive background check prior to hiring; all CCR employees with extensive training as set forth by the R2 Responsible Recycling Standard

Project scope:

Prepared by:	Joe Connors, VP of Business Development
Items for processing:	

	<p>Pick up and dispose of Borough e waste. CCR will recycle TVs and any electronics with a plug. Standard fees will apply for large appliances, bulbs and batteries. No smoke detectors.</p>
<p>Project description:</p>	<p>CCR is pleased to submit this proposal to provide the following services (ticked boxes) in accordance with the requirements set forth by the Pennsylvania Department of Environmental Protection (DEP):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Electronics waste recycling <input type="checkbox"/> Environmental annual impact report <input checked="" type="checkbox"/> Certificate of recycling <input type="checkbox"/> Asset report, including certificate of destruction <input type="checkbox"/> On-site hard drive shredding <input type="checkbox"/> Off-site hard drive shredding <input type="checkbox"/> Secured warehouse storage <input type="checkbox"/> Universal waste disposal (lighting, batteries) <input type="checkbox"/> Containerization <input checked="" type="checkbox"/> Transportation
<p>Transportation, recycling and disposal of material:</p>	<p>All items collected will be processed in accordance with PADEP, EPA, and R2 Responsible Recycling Standards. Copies of CCR's permit and accreditation are attached at the end of this document</p>
<p>Price:</p>	<p>Transportation Charge: \$ 125.00 EPA FEE \$50.00 UPS Units \$10.00 each All e waste including TV/CRT at 20 cents per pound.</p> <p>Payment terms: Net 10 days.</p>
<p>Additional information:</p>	<p>Contract Term: 7/1/16 through 6/30/17</p>

The parties have executed this Agreement as of the date first set forth above.

Customer: Borough of West Chester

Name:
Title:
Date:

Vendor: CCR

Name: <i>Joe Connors</i>
Title: VP of Business Development
Date*: 6/24/16

* Proposal expires 14 days after signature cited above by CCR

Appendix A: References

GSA

US District Court-Eastern District of PA Byrne-Green

Federal Complex 601 Market St.

Philadelphia, PA 19106

Nancy Wilkinson

215-861-3587

Nancy.wilkinson@gsa.gov

Data Networks

309 International Circle

Hunt Valley, MD 21030

Rich McCoy 800-283-6387

rmccoy@datanetworks.com

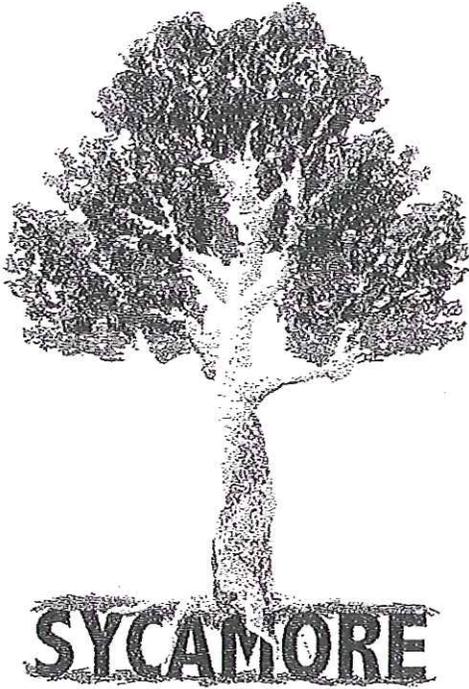
Armstrong Group

1 Armstrong Place

Butler, PA 16001

Sean Powell 724-283-0925 ext. 50341

spowell@agoc.com



Sycamore International Inc.

431 W Baltimore Pike
West Grove, PA 19390
Phone: 866.620.8434
www.sycamoreinternational.com



Borough of West Chester Proposal for IT Asset Management and Security Services

Prepared for:
Meghan Fogarty
Public Works Department

By: Jim Maguire

July 2016

BACKGROUND:

Sycamore International Inc., hereafter referred to as Sycamore, is very familiar with surplus equipment disposal programs, particularly in the Greater Philadelphia area, where we have overseen the recycling of thousands of tons of e-waste over the past several years. We recognize that the current economic environment is still very challenging, and responsible recycling can be very costly. It is therefore more important than ever that we work together to ensure maximum savings in the process of equipment disposal for our region.

LOW-COST ASSET DISPOSAL:

By extending the life of older hardware systems, and enabling re-use, Sycamore is able to reduce waste and offer significant cost savings for the process of data sanitization and equipment disposal. Rather than charge the organizations we serve, Sycamore attempts to generate revenue for recycling and remit the payment back to you.

- "Figure A" describes our per-pound flat-rate of \$0.03 per-pound payment. For examples comparing average competitor charges for data destruction, packaging, transport, and recycling to our own pricing, consult "Figure A" below:

Figure A - Per-Pound Pricing: July 2016

Type of Electronic Equipment	Sycamore International Payment (Per Pound; Except CRT Devices)*	Average Competitor Charges (Per Pound)
Tower/Desktop Computers	\$0.03 Payment Per-Pound	\$0.12/lb Charge
Laptop/Netbook Computers	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Server Equipment	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Networking Equipment	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Hard Drives	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Handheld Electronics	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Printers/Fax/Scanners/Copiers	\$0.03 Payment Per-Pound	\$0.15/lb Charge
CRT Monitors	\$5.00 CHARGE PER-UNIT*	\$0.30/lb Charge
CRT Televisions	\$5.00 CHARGE PER-UNIT*	\$0.30/lb Charge
LCD Monitors	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Audio/Video Devices	\$0.03 Payment Per-Pound	\$0.10/lb Charge
UPS Devices/Surge Protectors	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Wires/Cabling	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Microwaves	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Peripherals	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Circuit Boards	\$0.03 Payment Per-Pound	\$0.10/lb Charge
RAM	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Inkjet Cartridges/Toner	\$0.03 Payment Per-Pound	\$0.10/lb Charge
Batteries	\$0.03 Payment Per-Pound	\$0.10/lb Charge

List is not comprehensive, and Sycamore offers recycling for a nearly limitless variance of technological/electrical equipment. Market prices subject to change, established July, 2016.

CONVENIENCE AND SIMPLICITY:

In the interest of establishing the most efficient and streamlined pickup procedures for your staff, we at Sycamore are very adaptable to the needs of individual organizations.

Sycamore trucks are operated by our staff alone. These trucks can transport approximately 12 pallets at a time, would utilize the same seals as any other shipment for security, and can be deployed at regular intervals as needed. Our staff handles all labor involved: Packaging, palletizing, loading, even removal from deployed areas such as computer labs. Scheduled pickups are typically available within three to fourteen days after initial contact.

Rather than requiring every organization to bring their recycling to the Public Works Office, we can also perform certain equipment removals (depending on volume/equipment type) at location for local businesses and other organizations as a service offered by the Borough Offices.

SAFETY AND SECURITY:

Sycamore International utilizes ISO 9001, ISO 14001, and R2 standards for technology recycling, and all equipment is processed domestically at a plant in the greater Philadelphia area - see below for relevant certifications.

In addition to the security found in our facility located in West Grove, PA, Sycamore employs the Department of Defense standard 5220.22-m wipe on all information systems and adheres to NIST 800-53 standards of downstream e-waste recycling. This process writes a series of 'zeroes' over the entire drive, followed by a verification of the write; the series is then redone with 'ones,' verified, then finally followed up with random digits written over the whole drive and verified again. This is the most effective and common method used worldwide for complete elimination of all data, including secret and classified hardware systems.

If required, Sycamore is also capable of physically destroying hard drives via mechanical shredding. All of these processes, in addition to onsite services and data sanitization are covered by comprehensive liability insurance policies held by Sycamore International.

A Sycamore staff member will lay hands on every piece of equipment and not only remove any external labeling present, but will also enter everything into a serialized and comprehensive inventory database. Sycamore will not only provide certification of data destruction and transfer of liability onto ourselves, we also include this generated inventory with breakdown by serial number.

Sycamore is also HIPAA compliant, and has a staff member with a United States Government Security Clearance and a dedicated locked storage area for any classified information. Sycamore International holds comprehensive insurance policies, certification of which can be provided as-needed

COMPREHENSIVE SERVICE:

These security measures are simply a piece of the overall services offered by Sycamore. We serve organizations throughout the entire recycling process in great detail. If needed, before a pickup a purchasing agent can visit with the administration and evaluate equipment during an onsite inspection to work-out any logistical obstacles. We can save the departments of technology, maintenance, and business significant time and money on manpower, and also act as a source of consultation - we are experts in the reclamation market for old technology.

Our polite and friendly staff take care of all labor involved with the physical removal of equipment: we bring our own materials, and package and palletize all units. Whether consolidated near a loading dock, or still in a lab environment: simply allow our skilled staff to do their work and we'll leave you with a cleared storage space.

We can perform multiple pickups in a variety of circumstances (loading docks, stairs, computer labs, etc.) and can organize batch-based pickups at different locations on different days for larger projects.

PARADIGM SHIFT:

The above services truly illustrate what sets Sycamore International apart from any other vendors for IT asset management and services. Generally, this process of surplus equipment disposal is a headache, and a generally poor customer-service experience for many of the administrators we speak with. Sycamore is changing this mindset, one organization at a time. The customers we serve consistently rave about our professionalism, prompt responsiveness, and willingness to go above-and-beyond for those we serve.

The references below represent only a small fraction of our growing and loyal customer base - and the reason is simple: we are here to serve with a much needed service, and we will always fulfill our responsibilities inherent in that role. Administrations love working with our team, and each has a

dedicated salesperson to work with, whom they can contact for immediate results at essentially any time, day or night.

“ANYTHING THAT RUNS ON ELECTRICITY”:

With regard to what kind of equipment Sycamore can pick up and recycle, the list is nearly limitless. This includes, but is not limited to:

- Desktop Computers
- Servers
- Printers/Scanners/Fax
- Scrap Metals
- Cables/Wiring
- Ink Cartridges/Toner
- Laptops/Netbooks
- Switches/Arrays/Hubs/Routers
- Old monitors/Televisions
- Components (RAM, Circuit Boards, Hard Drives, Processors, Power Supplies, etc.)
- Projectors
- Security Systems
- LCD Monitors
- Handheld Electronics
- DVD/VCR Players
- Networking and A/V Equipment
- UPS/Batteries
- Copiers

As seen from the diversity of the above list, essentially, if it can have electricity run through it, we will be able to recycle, and effectively destroy any data on the equipment for an organization we serve. For any additional e-waste materials not included on this list, we can consult with individual administrations on an individual basis to manage an effective process for proper disposal.

A NIMBLE, LOCAL SOLUTION:

Sycamore International is a local business, based in Chester County, Pennsylvania. We are organized in such a way that we can serve in various states throughout the United States, but our beginnings and future still rest in serving our community in Pennsylvania. The onsite inspections, complete availability, personalized services, and in-house staff for equipment retrieval services mentioned above are only possible through our case-by-case client initiatives - adaptability and dedicated service to individual administrations is paramount.

Anyone may bring their electronics directly to our West Grove, PA location for free recycling any time, with the only exception being CRT Televisions and Monitors.

FINAL NOTES:

In conclusion, Sycamore International represents a fundamental shift in educational technology recycling. For Pennsylvania schools alone we saved over \$471,000 for the state educational budget in the last year, and that is excluding all services rendered to Pennsylvania districts during the summer of 2014. The potential benefits offered by Sycamore have no ceiling: from the environmentally sound approach of extending the life of hardware systems, to the constant focus on security of information destruction, as well as the simplicity for technology and business departments that our staff services entail. When new technology is deployed, everyone is in need of disposal services that comply with all state and federal EPA standards - Sycamore is the best, most comprehensive choice for these schools. We appreciate the opportunity presented to serve our region more fully, and are always available to provide more information as needed.

Referrals:

**From Dan Maguire - DMaguire@KCSD.Org
Supervisor of Technology Services - Kennett Consolidated School District:**

To Whom it May Concern,

Over the past several years we've had the privilege of working with Steve Figgatt and Sycamore International concerning the resale of district technology, and most recently, with a large scale recycling effort of e-waste. Throughout all of our experiences with Sycamore, we've been tremendously pleased with their professionalism, fairness, responsiveness and flexibility. There have been numerous occasions over the past several years when we've needed to make last minute changes and requests, and Sycamore has been more than accommodating in each and every one of those instances. Furthermore, when comparing pricing estimates with local competitors, Sycamore not only offers the most competitive pricing, but has proven their willingness to go above and beyond, especially in the areas of communication and service.

We strongly recommend Sycamore International to any school district searching for a recycling / reseller solution.

**From John J. McGowan IV - JMcGowan@WSDWeb.Org
Director of Technology - Wissahickon School District:**

To Whom it May Concern,

...Sycamore International purchased several hundred obsoleted MacBooks from our district for an extremely good price. After requesting information from other similar recycling vendors, we chose Sycamore because of their pricing, organization, and willingness to make the process as easy as possible.

Jim and his associates went out of their way to examine each laptop and box them securely for shipment.

Everything was inventoried and the report was provided to us, which we in turn present to our School Board of Directors for approval.

Jim was very accommodating and always available by phone or email, which made the process quite simple; thus, I would highly recommend Jim Maguire and Sycamore International to provide the same financial benefits to other school districts in Pennsylvania looking to dispose or sell obsoleted technology equipment.

**From Wendy Stadnyk - W_Stadnyk@SaratogaSchools.Org
IT Administrative Assistant/Accounts Manager - Saratoga Springs City School District**

To Whom It May Concern,

We would highly recommend Jim Maguire and his company Sycamore International as a recycling company. We have worked with them for the past two years with our annual district equipment recycling projects. Jim and his co-workers, after careful planning arrived on time at the pre determined locations, worked quickly and efficiently and completed the process within the time frame agreed to. They offered a fair market price for electronics and willingly took non-valuable items for disposal as well. Jim and company have always been polite, courteous and happy to help. We look forward to working with Jim and Sycamore International again next year.

References:

Donna Benyo - Data Processing Department - DBenyo@Wcasd.k12.pa.us
West Chester Area School District - West Chester, PA

Teresa Hudson - Information Technology Coordinator - THudson@Wcupa.edu
West Chester University - West Chester, PA

Amy Pearlman - Head of Support Services, Information Services - APearlman@Brynmawr.edu
Bryn Mawr College - Bryn Mawr, PA

Bridget Pastenkos - District Technology Coordinator - BPastenkos@Franklinlakes.k12.nj.us
Franklin Lakes Public Schools - Franklin Lakes, NJ

Mike Cichocki - Information Technology Manager - (908)-213-2465
Phillipsburg School District - Phillipsburg, NJ

Additional references available upon request. For more information, please contact us at any time:

www.SycamoreInternational.com

Jim Maguire, Account Executive
JimM@Sycamoreinternational.com
Office - (866)-620-8434 Ext. 709
Mobile - (484)-716-3448

Sycamore International Inc.
431 W Baltimore Pike
West Grove, PA 19390



PERRY JOHNSON REGISTRARS, INC.

Certificate of Registration

*Perry Johnson Registrars, Inc., has audited
the Environmental, Health and Safety Management System of:*

TBS Industries

4211 Van Kirk Street, Philadelphia, PA 19135 United States

*The organization has been audited by a certification body that is in conformance with ISO/IEC
17021 requirements and applicable Accreditation Body requirements. The organization is found to be
in conformance with the R2 Standard as applied by the R2 Code of Practices.*

Responsible Recycling® (R2) Rev. 7/2013

This Registration is in respect to the following scope:

**Asset Recovery, Electronics Resale/Dismantling, Data Destruction,
Circuit Board Processing and Brokering**

*This Registration is granted subject to the system rules governing the Registration referred to above, and the
Organization hereby covenants with this Assessment body duty to observe and comply with the said rules.*



Terry Boboige

Terry Boboige, President

Perry Johnson Registrars, Inc. (PIR)
755 West Big Beaver Road, Suite 1340
Troy, Michigan 48064
(248) 358-3388

The validity of this certificate is dependent upon ongoing surveillance.

Effective Date:

December 4, 2014

Expiration Date:

December 3, 2017

Certificate No.:

C2014-02905



PERRY JOHNSON REGISTRARS, INC.

Certificate of Registration

Perry Johnson Registrars, Inc., has audited the Quality Management System of:

TBS Industries

4211 Van Kirk Street, Philadelphia, PA 19135 United States

*(Hereinafter called the Organization) and hereby declares that
Organization is in conformance with:*

ISO 9001:2008

This Registration is in respect to the following scope:

**Asset Recovery, Electronics Resale/Dismantling, Data Destruction,
Circuit Board Processing and Brokering**

*This Registration is granted subject to the system rules governing the registration referred to above, and the
Organization hereby covenants with the Assessment Body duty to observe and comply with the said rules.*



Terry Boborge

Terry Boborge, President

Perry Johnson Registrars, Inc. (PJR)
755 West Big Beaver Road, Suite 1340
Troy, Michigan 48064
(248) 358-3388

The validity of this certificate is dependent upon ongoing surveillance.

Issue Date
March 16, 2016

Expiry Date
September 14, 2018

Certificate No.
C2016-00092



PERRY JOHNSON REGISTRARS, INC.

Certificate of Registration

*Perry Johnson Registrars, Inc., has audited
the Environmental Management System of:*

TBS Industries
4211 Van Kirk Street, Philadelphia, PA 19135 United States

*(Hereinafter called the Organization) and hereby declares that
Organization is in conformance with:*

ISO 14001:2004

This Registration is in respect to the following scope:

**Asset Recovery, Electronics Resale/Dismantling, Data Destruction,
Circuit Board Processing and Brokering**

*This Registration is granted subject to the system rules governing the Registration referred to above, and the
Organization hereby covenants with the Assessment Body duty to observe and comply with the said rules.*



Terry Boboige

Terry Boboige, President

Perry Johnson Registrars, Inc. (PJR)
755 West Big Beaver Road, Suite 1340
Troy, Michigan 48064
(248) 358-3388

*The use of the UKAS accreditation symbol is in respect to the activities
covered by the Accreditation Certificate Number 0105.*

The validity of this certificate is dependent upon ongoing surveillance.

Issue Date
March 16, 2016

Signature Date
September 14, 2018

Certificate No.
C2016-00091

**General Permit
For
Processing/Beneficial Use of Residual Waste**

Permit No. WMGR081D006

Date Amended April 21, 2014

Date Issued April 21, 2014

Date Expires April 21, 2024

The Department of Environmental Protection, Bureau of Waste Management, Division of Municipal and Residual Waste hereby approves the:

Beneficial Use Processing prior to Beneficial Use Other

of: Uncontaminated and source separated electronics equipment and components by sorting, disassembling, mechanical processing (sizing, shaping, separating and volume reduction only) or transfer.

for use as: reuse or recycling by salvaging metals, plastics, glass, electronic or mechanical components.

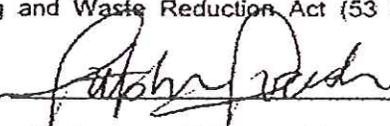
This approval is granted to: TBS Industries, Inc.
4211 Van Kirk Street
Philadelphia PA 19135-3925

subject to the attached conditions and may be revoked or suspended for any project which the Department of Environmental Protection determines to have a substantial risk to public health, the environment, or cannot be adequately regulated under the provisions of this permit.

The processing of wastes not specifically identified in the documentation submitted for this approval, or the beneficial use of wastes not approved in this permit, is prohibited without the written permission of the Department.

This permit is issued under the authority of the Solid Waste Management Act (35 P.S. §§6018.101-6018.1003), The Pennsylvania Used Oil Recycling Act (58 P.S. §§471-480), The Clean Streams Law (35 P.S. §§691.1-691.1001), Sections 1905-A, 1917-A and 1920-A of the Administrative Code of 1929 (71 P.S. §§510-5, 510-17 and 510-20) and the Municipal Waste Planning, Recycling and Waste Reduction Act (53 P.S. §§4000.101-4000.1904).

This approval is granted:

By: 

Statewide Regional

Title: Environmental Program Manager

THIS PERMIT IS NON-TRANSFERABLE

the WEST CHESTER DOWNTOWN FOUNDATION



P.O. Box 3109 ✦ WEST CHESTER, PA 19381 ✦ 610.738.3350 ✦ WWW.WCDF.ORG

APRIL 11, 2016

Dear friend of the West Chester Downtown Foundation,

Due to the overwhelmingly positive response to the first five West Chester Downtown Foundation Annual Preservation Awards Programs, it is with great pleasure that we announce The Sixth Annual West Chester Preservation Awards Program.

The mission of the West Chester Downtown Foundation's Preservation Awards Program is to recognize those projects and individuals who have worked to maintain the historic character and preserve the historic integrity of the Borough of West Chester. In order to recognize the wide range of activities that help to maintain West Chester's historic character, the West Chester Downtown Foundation gives awards in three categories: Bricks and Mortar for construction projects, Preservation Service for educational and advocacy projects, and West Chester Preservation Legacy Award for long-term or far-reaching contributions to the preservation of West Chester. We have had a tremendous response in the first five years to the call for nominations for preservation awards in West Chester Borough. This year, we are again looking forward to another exciting round of nominations.

There is great excitement surrounding this year's preservation award ceremony - an evening party with hors d'oeuvres and a light buffet. It will take place on Thursday, October 20, 2016 at 5:30 pm at the Chester County Historical Society. We hope that you will consider joining us this year in support of the program with a financial contribution. The sponsorship categories and benefits are outlined on the following pages. In addition, Sponsors will have the opportunity to socialize and network with local decision makers, members of the West Chester business and preservation communities, and residents of the Borough of West Chester.

We look forward to your sponsorship support of this valuable community preservation program.

Sincerely,
Allen Burke
2016 Committee Chair

Preservation Awards Committee

**Allen Burke, Jason Birl, James Breen, Heather Johnson, Elizabeth McGuire,
Cyndi Meadows, David Reinfeld, Eric Smith, Erin Wenrich, Phil Yocum**

A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION FOR THE WEST CHESTER DOWNTOWN FOUNDATION
MAY BE OBTAINED FROM THE PA DEPT. OF STATE BY CALLING (TOLL FREE WITHIN PA) 1-800-732-0999.
REGISTRATION, AS REQUIRED BY THE PA SOLICITATION OF FUNDS FOR CHARITABLE PURPOSES ACT, DOES NOT IMPLY ENDORSEMENT. EIN#01-0641261
the WEST CHESTER DOWNTOWN FOUNDATION IS A NON-PROFIT, 501(c)(3) ORGANIZATION.
OFFICE LOCATION: 119 NORTH HIGH STREET, WEST CHESTER, PA 19381



P.O. Box 3109
WEST CHESTER, PA 19381
610.738-3350 • WWW.WCDF.ORG

2016 SPONSOR RSVP

The West Chester Downtown Foundation (WCDF) thanks you for your support of the 2016 Preservation Awards. Please complete this form and return it with your check to the address below in order for us to ensure proper recognition for your support.

Please note: *if you are making a donation at the Serpentine or Marble Levels*, please submit your logo to emcguire@wcbid.com with "Preservation Awards" in the subject line at the time you make your donation. If you do not have a logo, please submit, below, the name you wish us to use to recognize your support.

***The deadline for inclusion in printed materials, including submission of logos for Serpentine and Marble Sponsor Levels, is Friday, August 21, 2016.**

PLEASE SELECT ONE OF THE FOLLOWING SPONSORSHIP CATEGORIES:

- SERPENTINE SPONSOR \$800 (CHARITABLE AMOUNT: \$600)
..... MARBLE SPONSOR \$450 (CHARITABLE AMOUNT: \$350)
..... LIMESTONE SPONSOR \$275 (CHARITABLE AMOUNT: \$225)
..... BRICK SPONSOR \$125 (CHARITABLE AMOUNT: \$100)

PLEASE TELL US WHOM TO CONTACT REGARDING YOUR SPONSORSHIP BENEFITS:

NAME

TITLE

COMPANY NAME

ADDRESS

PHONE EMAIL

PLEASE LIST YOUR NAME OR COMPANY NAME AS IT SHOULD APPEAR FOR SPONSORSHIP RECOGNITION ON PRINTED MATERIALS:

Please make checks payable to "WCDF" and direct all calls and correspondence to:

Elizabeth McGuire
West Chester BID
P.O. Box 3109
West Chester, PA 19381

Email: emcguire@wcbid.com

Please include "Preservation Awards" on the subject line in your email message.

Phone: 610-738-3350

Office location:
119 North High Street
West Chester, PA 19380



P.O. Box 3109
West Chester, PA 19381
610.738.3350 • WWW.WCDF.ORG

2016 SPONSORSHIP OPPORTUNITIES

\$800 – SERPENTINE

A rare yellow-green or blue-green rock indigenous to Chester County; Holy Trinity Episcopal Church [1868] is constructed of this stone.

Sponsorship of \$800 entitles the sponsor to the following benefits:

- Name or logo prominently featured on the event invitation.
- Prominent recognition in the event program.
- Mention by the President of the WCDF Board during the opening remarks at the ceremony.
- (8) Tickets to the Preservation Awards Ceremony.
- Name or logo in event advertising materials, such as flyers distributed throughout West Chester and email blasts.
- Recognition on the BID website.
- Name or logo on signage at event check-in table.

\$450 – MARBLE

A distinctive metamorphic rock; in Chester County, it is black, grey, or white; Bank of Chester County, now Wells Fargo Bank, Building [1836] is constructed of this stone.

Sponsorship of \$450 entitles the sponsor to the following benefits:

- Name or logo on the event invitation.
- Recognition in the event program.
- Name or logo in event advertising materials, such as flyers distributed throughout West Chester and email blasts.
- Recognition on the BID website.
- Name or logo on signage at event check-in table.
- (4) Tickets to the Preservation Awards Ceremony.

\$275 – LIMESTONE

A versatile sedimentary rock; in Chester County, it is grey or white; the First National Bank of West Chester, now Susquehanna Bank, Building [1913] is constructed of this stone.

Sponsorship of \$275 entitles the sponsor to the following benefits:

- Recognition in the event program.
- Name in event advertising materials, such as flyers distributed throughout West Chester and email blasts.
- Recognition on the BID website.
- Name or logo on signage at event check-in table.
- (2) Tickets to the Preservation Awards Ceremony.

\$125 – BRICK

The character defining construction material of West Chester; the First West Chester Fire House, now the Moose Lodge Building, [1889] is constructed predominately of brick.

Sponsorship of \$125 entitles the sponsor to the following benefits:

- Recognition in the event program.
- Recognition on the BID website.
- (1) Ticket to the Preservation Awards Ceremony.

Borough of West Chester
 Vendor Activity - Report
 From 1/1/2015 Through 8/31/2016

Vendor Name	Document Date	Expenses	Fund Code	GL Code	Dept Code	Document Number	Check/Voucher Number
WEST CHESTER DOWNTOWN	10/30/2015	0.00	01	20000		WCDF10302015	46327
WEST CHESTER DOWNTOWN	10/30/2015	750.00	01	40133	0	WCDF10302015	46327
WEST CHESTER DOWNTOWN	11/13/2015	0.00	01	10000		46327	46327
WEST CHESTER DOWNTOWN	11/13/2015	0.00	01	20000		46327	46327
		<u>750.00</u>					
Report Opening/Current Balance							
Report Transaction Totals		<u>750.00</u>					
Report Current Balances		<u><u>750.00</u></u>					

BOROUGH OF WEST CHESTER
CHESTER COUNTY, PENNSYLVANIA

RESOLUTION NO. 12-2016

**A RESOLUTION OF THE BOROUGH OF WEST CHESTER
ADOPTING A POLICY FOR ADJUSTMENT OF SEWER
BILLS IN THE EVENT OF A WATERLINE LEAK.**

BE IT RESOLVED by the Council of the Borough of West Chester, Chester County, Commonwealth of Pennsylvania, as follows:

Section 1. Borough Council hereby adopts the attached policy authorizing the Borough Manager to adjust sewer bills in certain circumstances where the sewer bill was unusually high due to a waterline leak.

Section 2. Effective Date. This Ordinance shall become effective immediately.

ATTEST:

**BOROUGH COUNCIL FOR THE BOROUGH
OF WEST CHESTER**

Michael A. Cotter, Secretary

Ellen B. Koopman, President

Jordan C. Norley, Vice-President

William J. Scott, Council Member

Diane LeBold, Council Member

Donald Braceland, Council Member

James A. Jones, Council Member